

Bishop Vaughan Catholic School

Avoiding Malpractice
Summer 2021 - CDG

Information for Students



Candidate Malpractice

'Candidate malpractice' means malpractice by a candidate in connection with any examination or assessment, including the preparation and authentication of any controlled assessments, coursework or non-examination assessments, the presentation of any practical work, the compilation of portfolios of assessment evidence and the writing of any examination paper.

The decision to not go ahead with exams in Summer 2021 means that the causes and drivers for malpractice will be different to those in a normal examination series. However, malpractice can still occur through genuine error or intent, particularly around the determination of grades. There may be the possibility that a small minority of students might attempt to gain an unfair advantage.

Even though exams in Summer 2021 have been cancelled students will still need to be aware of the 'Information for Candidates' documents listed on both the JCQ and school website (A link to these documents is below).

<https://www.bishopvaughan.co.uk/examinations>

Plagiarism

Plagiarism involves taking someone else's words, thoughts or ideas and trying to pass them off as your own. It is a form of cheating which is taken very seriously. Don't think you won't be caught; there are many ways to detect plagiarism, for example,

- Markers can spot changes in the style of writing and use of language. – Markers are highly experienced subject specialists who are very familiar with work on the topic concerned — they may have read the source you are using, or even marked the work you have copied from!
- Internet search engines and specialised computer software can be used to match phrases or pieces of text with original sources and to detect changes in the grammar and style of writing or punctuation.

Summer 2021

Students might attempt to gain an unfair advantage during the centre's process by, for example, submitting fabricated evidence or plagiarised work. Such incidents would constitute malpractice and centres are asked to report these to the appropriate awarding organisation. Students, or individuals acting on behalf of a student, such as parents/carers, might also try to influence grade decisions by applying pressure to centres or their staff. In most cases this will be dealt with at centre level but if a student continues to inappropriately attempt to pressure centre staff then the relevant awarding organisation will be informed.

¹Information taken from the document 'JCQ Suspected Malpractice: Policies and Procedures 2020/2021'

²Information taken from the document 'JCQ Guidance on the Determination of Grades for A, AS and GCSE's Summer 2021'

In these instances, the school will follow the procedures set out in the document 'JCQ Suspected Malpractice Policies and Procedures 2020-21' (link below).

<https://www.jcq.org.uk/exams-office/malpractice/>

Remember:

- **Do not become involved in any unfair or dishonest practice during your assessments.**
- **If you try to cheat, or break the rules in any way, you could be disqualified from all of your subjects.**
- **Put away your phones and smart devices – you must not have access to them during an assessment.**
- **Do not take any written support material or guidance into the assessment with you.**
- **You should not communicate with any other pupil during your assessment.**

These are important measures to protect you.

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